

WISCONSIN WORKS (W-2) CONTRACT AND IMPLEMENTATION (C&I) COMMITTEE

201 E Washington Ave., GEF 1, Room D203
Madison, WI

May 16, 2003
10:00 AM - 12:00 PM

MINUTES

The W-2 Contract and Implementation Committee is the single point of contact for feedback to the Department of Workforce Development (DWD) on policy implementation related to W-2 agencies, and includes representation from the Wisconsin County Human Service Association (WCHSA), Urban Caucus counties, W-2 private agencies in Milwaukee County and the balance of state, and Tribal W-2 agencies.

COMMITTEE:

Members (Present = X)

Alternates (Present = X)

X	Bettie Rodgers, Co-Chair	DWD/DWS	X	William Clay	OIC
X	Teresa Pierce Co-Chair	Workforce Connections	X	Janet Blair	YWCA
X	Phyllis Bermingham	Marathon Co.			
	Rodger Williams	Opportunities, Inc (OIC)			
X	Liz Green	Dane Co.			
	Connie Hendries	Manitowoc Co.			
X	Deb Hughes	Southwest Consortium			
X	Ed Kamin	Kenosha Co.			
X	Shirley Kitchen	Dodge Co.			
X	Tina Koehn	UMOS			
	Kathi Madsen	Douglas Co.			
	Barb Metoxen	Oneida Nation			
X	Tom Prete	Forward Service Corp.			
X	Marilyn Putz	Kaiser Group			
X	John Rathman	Outagamie Co.			
X	Terri Rapp	Wood Co.			
	Keith Garland	YWCA			
X	Shirley Ross	LaCrosse Co.			
	Jerry Stepaniak	MAXIMUS			
X	Cindy Sutton	Rock Co.			
X	Michael VanDyke	Door Co.			

DWD STAFF

ATTENDEES:

Nancy Beale, ASD/BITS
Brenda Bell-White, DWS/BPS
Chuck Brassington, DWS/BWI
Nancy Buckwalter, DWS/BPS
Sue Gleason, DWS/AO
Heidi Hammes, DWS/BWI
Francine Horton, DWS/BWI
Ron Hunt, DWS/BWP
Jane Kahl, DWS/BWP
Joan Larson, DWS/BDS
Gerry Mayhew, DWS/BPS

Pat McDonnell, DWS/AO
Jude Morse, DWS/BPS
Barbara Murphy, DWS/BWP
Jackie Piraino, DWS/BDS
Linda Preysz, DWS/BWP
Dianne Reynolds, DWS/BWP
Mary Rowin, DWS/AO
Paul Saeman, DWS/BWI
Madelyn Scheer, DWS/BWI
Edie Sprehn, DWS/BPS
Mary Tremain, DWS/BDS

GUESTS:

Jane Batha, Concera Corp.
Linda Brandenburg, YWCA
Lynn Brenner, Calumet Co.
Marcia Christiansen, Forward Service
Mary Coleman, OIC
Debra Cronmiller, Emergency Shelter
Erin Fath, Dept. of Administration
Pam Fendt, UW- Milwaukee
Susan Fergus, Racine Co.
Jerry Hanoski, Workforce Connections

Carri Jakel, Legislative Fiscal Bureau
Beth Lyden, Workforce Connections
Bob Martin, Dept. of Health and Family Services
Carol Medaris, WI Council on Children and Families
Jim Nitz, Kaiser Group
Vivian Norwood, OIC
Lisa Omen, Forward Service
Karyn Rotker, ACLU
Shawn Smith, Hudson Institute

RECORDER:

Amy Bradley, DWS/BPS

Introductions

W-2 C&I Committee members, alternates, DWD staff and guests introduced themselves.

Minutes Approval

The following suggestions were made for corrections to the March minutes: Janet Blair and Keith Garland work for YWCA. Remove Rita Renner as the C&I representative for YWCA and replace with Keith Garland. Deb Hughes made a motion to approve as amended, seconded by Michael Van Dyke, passed unanimously.

W-2 C&I Committee Structure – Bettie Rodgers

Bettie Rodgers, Division of Workforce Solutions (DWS) Administrator, discussed changes that she will be making to the C&I Committee structure consistent with the goals of DWS. Bettie highlighted five issues:

- 1) Clarification of Purpose. C&I is an advisory committee to DWS on matters and issues related to W-2 contracts and the W-2 program. It also includes an opportunity for agencies to comment on fiscal impacts to agencies based on department policy modifications that are not required by law, rules or regulations.
- 2) Frequency of Meetings. Future meetings will be either quarterly or bi-monthly starting with this meeting. This schedule will allow DWD to further consider any issues in preparation for C&I meetings. If there are time-sensitive issues in between meetings dates, Bettie stated that C&I members can contact her office at any time. Also, members will still have access to meeting rooms in GEF1 if they prefer to meet more often, even if DWD representatives are not available to attend.
- 3) Membership of Committee. The current membership will continue through December 2003. Membership will rotate periodically to allow other representatives to participate. Members are expected to get input from other agencies of the same type (Milwaukee, Balance of State [BOS] private, or BOS county agencies) and represent those agencies at the C&I Committee meeting. Since DWD's goal is to enhance access for advocates, participants, and other stakeholders, membership may be adjusted in January 2004 to include these other stakeholders.
- 4) Subcommittees. Subcommittees will continue in their current structure through December 2003. DWD will review the Subcommittees and may make adjustments starting January 2004.
- 5) C&I Committee Chairperson. Bettie stated that starting with this May meeting through December 2003, Bettie will be the co-chair with Teresa Pierce. Starting in January, Bettie will be sole chair. Bettie will share recommendations and concerns as necessary with the Secretary. Teresa stated that she will step down as co-chair unless the C&I Committee members would like her to remain as co-chair through December 2003.

C&I members discussed these changes. They agreed that the C&I committee will meet bi-monthly. The next meeting will be scheduled for July. Bettie will be the sole chair of the C&I Committee.

Contract Issues Subcommittee – Ed Kamin

Ed reported that the Contract Issues Subcommittee sent two documents to DWD in April. The first concerned contract recommendations that were forwarded to the Bureau of Division-wide Services. The C&I Committee agreed with the Subcommittee's recommendations on the contracts. The second document concerned appeals for two counties (Trempeleau and Calumet). These were given to DWD and forwarded to DWD's Chief Legal Counsel. Ed distributed the Subcommittee's recommendations. It was asked if any representatives from Trempeleau and Calumet counties would like to make a statement. Lynn Brenner from Calumet County spoke concerning their appeal. Lynn stated that Calumet County had submitted adjustments that were denied. Trempeleau County was not in attendance. The Subcommittee recommended support of the appeals. Motion to approve recommendations by the Subcommittee was made by Deb Hughes, seconded by Marilyn Putz, approved unanimously.

Program and Policy Development Subcommittee – Deb Hughes

Deb reported that the Subcommittee has discussed two issues at recent meetings. The first concerns the Transitional Jobs initiative. The Subcommittee believes that the wages and Earned Income Tax Credit are very positive, however the language concerning the care of children with disabilities and supported employment would be better suited to a different model. They agree that the concept is good, but they are concerned with possible "churning" of Transitional Jobs employees by employers (getting new Transitional Jobs employees instead of hiring the former ones on a permanent basis). The Subcommittee is working on a

formal recommendation to forward to DWD. The second issue concerned the Case Management pregnancy component. Wisconsin doesn't currently allow cash payment during the third trimester, however federal TANF does. The Subcommittee believes that it's a good part of the safety net, but they are very concerned about the cost. This three months cash payment would benefit women with pregnancies who can not fulfill a work requirement (they have been ordered to bed rest or they can not secure a job due to advanced pregnancy).

Performance Standards Subcommittee - Tom Prete

Tom reported that the Subcommittee has not met for the last couple of months. They deferred some of their issues to the Contracts Subcommittee. Recently DWD invited Performance Standards Subcommittee members to be on an advisory group for performance standards for the next W-2 contracts. The advisory group provided recommendations to DWD, and will meet again after the Request for Proposals (RFP) is released. For rest of the year, the Subcommittee's focus will be helping ensure that the performance standards in the next W-2 Contracts are successful.

W-2, Income Maintenance (IM), Food Stamp Employment and Training (FSET), and Child Care Coordination Subcommittee – John Rathman

John reported that the Subcommittee discussed Child Care administration this morning. John stated that there may be some policy simplification in 2004. Benefits have been stabilizing in some counties, and decreasing in some. Locally matched Child Care grants (Community Child Care Grants) were reduced by 75%. An RFP is scheduled to be released by the end of this month. The Subcommittee also discussed centralized forms coordination. The Department of Health and Family Services asked for a contact person in each agency to notify when a form is changed so that person can keep all forms information updated. The Subcommittee recommends that DWD adopt a similar philosophy. The Subcommittee will be working on a review of communication methods used by DWD in issuing information to agencies (Admin Memo, Ops Memo, DXBM screen in CARES, etc.). At their next meeting, the Subcommittee will discuss any remaining issues related to the transfer of the FSET program. John asked that if anyone has any input, please contact him.

CARES/ Information Technology Subcommittee - Liz Green

The Subcommittee has not met for a couple months, and most likely will not meet until there is more clarification about the future of the Workforce Solutions Employment and Training System (WorkSET). Pat McDonnell gave a brief report. WorkSET was suspended in the early development phase. DWD is looking at issues for TANF and the Workforce Investment Act service integration, and budgetary issues. The WorkSET project has been suspended until the service integration plan and operating budget are more final.

Caseload Information Subcommittee – Jerry Stepaniak

Chuck Brassington gave a brief update in Jerry's absence. The Subcommittee has not met recently while DWD has been working on a revised set of reports. The revised reports are close to being released. DWD has been testing them and revising the formats. The reports address key questions related to W-2 (what's happening with caseloads, sanctions, etc.), and will be posted on the C&I website when they are finalized.

Transitional Jobs Update– Sue Gleason, Ed Kamin, and Tina Koehn

The transitional jobs task force continues to meet. The minutes for the April meeting will be posted on the website soon. The Joint Finance Committee (JFC) is working through various budget ideas. JFC is putting together a TANF package that will be put forth next week and DWD hopes that the transitional jobs portion will be a part of it. Sue Gleason commented that there is a strong consensus that the work of the task force could continue even if the transitional jobs portion is voted out of the TANF package. The task force is still on an August 1st timeframe for completion. Phyllis Birmingham asked that they please remember that those agencies that have strong working relationships with local employers would like to continue those relationships.

WIA Update – Barbara Murphy

A handout was distributed to C&I Committee summarizing the WIA reauthorization legislation. Some highlights of the legislation include: TANF added as a required partner; single parents, displaced homemakers, and pregnant single women are new groups to be serviced; 17 performance standards replaced by 4 for adult, 4 for youth; partners required to contribute funds, but not required to be on the local board; and more. The legislation still needs to pass the Senate.

A C&I member expressed concerns about mandatory partner financial support of Job Centers without mandatory inclusion on Workforce Development Boards, because the C&I member views this as similar to taxation without representation.

Workforce Attachment and Advancement (WAA) De-Obligation/ Re-Obligation Update – Nancy Buckwalter

A memo from Connie Colussy dated April 17th explained that DWD has the discretion to de-obligate from an area where it appears WAA money won't be spent. DWD asked agencies to submit by March 1st a summary of all money that has been obligated, but not yet spent obligations through March 31st. DWD doesn't have a detailed update yet on specific dollar amounts that will be de-obligated and re-obligated. John Rathman stressed that timing is very important, especially with the Community Re-investment funds being cut. Nancy will get in touch with Dianne Reynolds and ask that Jennifer Heaton-Amrhein get some info out very soon.

Community Re-Investment (CR) – Jacquie Piraino

Jacquie Piraino discussed an e-mail she recently sent out to W-2 agencies. Governor Doyle's budget repealed CR funding & authority effective June 30th. DWD doesn't yet know how it will turn out & what JFC will do. They have started discussions on how to handle it with the Dept. of Administration. The e-mail was a heads-up to say that 21% of funding that was allocated this year will be repealed. Jacquie asked that W-2 agencies slow their spending for money that has been obligated, but not spent. Tom Prete stated that the major issue is where they have already spent the funding. A guest agreed that it is a serious implementation issue when agencies run programs in good faith and watch budgets, but then are impacted retroactively. Ed Kamin asked if DWD's chief legal council has looked at the legal issues with repealing the allocations. He stated that these CR dollars were earned in a previous contract (2000-2001) and allocated in a different budget biennium. There are no new allocations to repeal. There was a similar issue several years ago. Jude Morse said that she is working with chief legal counsel to look at related issue from several years ago and information will be sent to the C&I committee in near future. Many of these issues occur because the contract period and the budget are running on different time periods. Bettie Rodgers stated that DWD does not like the impact that many of the cuts will have on participants, but it does support the Governor's budget.

Motion to made by Teresa Pierce, seconded by William Clay, passed unanimously.

**NEXT MEETING DATE: Friday, July 19, 2003
 10:00 AM
 201 E. Washington St., Room D203
 Madison, WI**